

**BOARD OF SELECTMEN
MINUTES
SEPTEMBER 9, 2002**

Call to Order

The Board of Selectmen met in regular session on Monday, September 9, 2002 at 7:30 PM in the Selectmen's Meeting Room at the Belmont Town Hall. All members were in attendance.

The Board recognized the promotion of Joyce Munro to the position of Assistant Town Administrator.

Questions from Town Residents

There were none.

Action by Appointment

Recognition of Donation from Belmont Savings Bank

Members of the Board of Trustees of the Belmont Savings Bank presented a check to the Fire Department in the amount of \$4,400. The Fire Chief indicated the Fire Department would use this donation to purchase emergency medical equipment and training aids. The Board thanked the Trustees for the generous donation.

Town Treasurer re: Approval of Tax Check-Off Letter

The Board approved and signed the letter to be inserted with municipal tax bills in October.

The Board moved: to approve and sign the tax check-off letter.

The motion passed unanimously (3-0).

Public Hearing on Utility Petitions

AT&T Broadband Petition - Belmont and Newton Streets

Mr. David Flewelling of AT&T Broadband appeared before the Board of Selectmen to request approval to open the street to install and maintain two conduits on Newton and Belmont Streets.

No property owners or residents appeared to comment on this petition.

The Board moved: to approve the request to install conduit on Newton and Belmont Streets.

The motion passed unanimously (3-0).

Keyspan Utility Petition - Arthur Road

A representative for Keyspan appeared before the Board to request approval to open the street to install and maintain a gas main on Arthur Road.

The homeowner seeking gas service at this location appeared and sought support of the Board.

The Board moved: to approve the request to install and maintain a gas main on Arthur Road.

The motion passed unanimously (3-0).

Discussion of McLean Development Issues

The Board discussed McLean development issues.

The Board discussed a letter from Town Counsel relative to the Town's ability to obtain a transfer of land from McLean Hospital that the Town requires to move forward on various projects, including land for the cemetery, additional parking for the Waverley Oaks Apartment complex, and land for the construction of a new public safety communications tower.

Mr. Brownsberger strongly advocated for the Town to aggressively seek turnover of land from McLean.

Dr. Solomon concurred.

Mrs. Mahoney expressed her concern that seeking transfer of the land for cemetery use or construction of the public safety communications tower is risky given the outstanding lawsuit. She indicated that she might be willing to explore the potential to obtain clear title on the 1.34-acre parcel that she considers less risky.

The Board agreed to invite representatives of McLean Hospital and the Board of Cemetery Commissioners to appear before the Selectmen to discuss this matter further in the near future.

The Board met with members of the Belmont Housing Trust, Fair Housing Committee, Housing Authority to discuss a concept plan they have developed to provide for 20-25 additional affordable housing units on the site as well as an additional 40 parking spaces for the residents of the Waverley Oaks housing complex. This group sought the Board's approval to move ahead with this proposal and develop a request for proposals (RFP) for the development of this site. To accomplish this, the Board recommended the appointment of a committee to oversee all aspects of the project from the development of the RFP to the selection of a developer to coordination of the construction.

Mrs. Mahoney requested further legal clarification of the Town's ability to utilize the proposed committee process to undertake this project.

Conditional upon favorable clarification of the Town's ability to use this committee process, the Board agreed to appoint a committee to oversee this development process

The committee is proposed to be comprised of two members of the Belmont Housing Trust, one member of the Belmont Housing Authority, one member of the Belmont Fair Housing Committee, one member of the Permanent Building Committee, one member of the Planning Board, and three interested citizens, one of whom resides near the locus of this project.

The Board requested that each of the respective Boards and Committees recommend appointments to this ad hoc committee and that the members of the Board of Selectmen will each make a recommendation for

citizen appointments to this committee.

The Board agreed to discuss this proposal at its next regular meeting.

Discussion of Fire Station Project Implementation Issues

The Board reviewed a memorandum from the Town Administrator outlining issues relating to the Fire Station project.

There was discussion relating to the process and timeframe associated with the design, land acquisition, and development of the project.

Selectmen Brownsberger proposed a process for appropriating funds for schematic design for the fire stations this fall and funding for acquisition and design/construction in the spring of 2003. He indicated that the Town Meeting vote this fall would serve as a referendum on the overall plan.

The Board considered it essential that appraisals for the existing three fire stations be conducted for the fall town meeting.

A tentative date of Monday, November 25 was established for a Special Town Meeting.

Approval of Special Committee Appointments

The Board discussed and made the following appointments to the Belmont Center Parking Study Committee:

The Board moved: to appoint the following members of the Belmont Center Parking Study Committee:

Steve Marlin, 38 Channing Road
Lawrence MacDonald, 63 Alexander Avenue
Dr. Michael Gold, a dentist practicing in the Center
Leon DeMagistris, 19 Alexander Avenue
Margaret Maillet, 75 Channing Road
Irene Larosse, manager of Filene's Department Store.

The motion passed unanimously (3-0).

The Board discussed and made the following appointments to the Dog Noise Committee:

The Board moved: to appoint the following individuals to the Dog Noise Committee

Susan Purcell, dog owner, 7 Lincoln Circle
Elizabeth Cahill, Town Meeting Member, 255 Slade Street
Robert Gallant, 2 Broad Street, noise expert
Judith Sarno, non-dog owner, 30 Waverley Terrace
Donald Becker, attorney, 35 Horne Road

The motion passed unanimously (3-0).

Discussion of Study of Senior Tax Relief Proposals

Mr. Brownsberger reviewed his thoughts with the Board on utilizing the 2000 socioeconomic census data for the purpose of preparing targeted property tax relief for senior citizens. He proposed that the Board appoint a special committee for this purpose.

Dr. Solomon agreed that tax relief programs are important for the Town to develop given the Town's need to seek approval of future property tax overrides and debt exclusions from the voters.

Mrs. Mahoney suggested turning this issue over to the Board of Assessors for their analysis and recommendation. Mr. Brownsberger and Dr. Solomon preferred a broader constituency.

The Board agreed that Mr. Brownsberger would meet with the Board of Assessors and the Council on Aging to develop this concept further.

Discussion of Requests to Fill Vacant Positions

Town Administrator—Personnel Director

This matter was deferred.

Town Treasurer—Payroll Technician

The Board reviewed material prepared by the Town Treasurer to support her request to fill the vacant position of the Payroll Technician.

The Board moved: to approve the filling of the Payroll Technician position.

The motion passed unanimously (3-0).

Water Superintendent—Billing Clerk and Laborer/Meter Reader

The Board discussed the requests of the Water Superintendent to fill two vacancies in the Water Department. The Board expressed reservation of filling these two vacancies given the ongoing discussions and concerns about consolidating certain public works and administrative functions.

The Board agreed to defer a decision on these requests until such time as information related to the potential consolidation of the Town's public works functions has been considered.

Manager of Buildings and Facilities—Custodian

The Board discussed the request of the Manager of Buildings and Facilities to fill a custodian vacancy and acknowledged the limited staffing in the function.

The Board moved: to approve the request to fill the custodian vacancy.

The motion passed unanimously (3-0).

Preparation of Major Capital Project Planning Meeting

Mr. Brownsberger reviewed his thoughts relative to an agenda for the upcoming meeting on major capital

project planning. The Board discussed their goals for this meetings and developed a draft agenda.

Approval of Charges for Long Term Planning Groups

Dr. Solomon reviewed two draft charges for the two long-term planning working groups proposed by the Selectmen (Business and Economic Development and Public Information and Communications). Ms. Page of the Vision Implementation Committee also provided support for the charges and her Committee's role in the process.

The Board moved: to approve the charge of the Business and Economic Development Long Range Planning Work Group as proposed.

The motion passed unanimously (3-0).

The Board moved: to approve the charge of the Public Information and Communications Long Range Planning Work Group as proposed.

The motion passed unanimously (3-0).

Review of Selectmen's Issues List

The Board reviewed the current version of the Selectmen's issues list.

The Board agreed to schedule a review of the five-year financial projection for its meeting of October 21.

The Board agreed to hold a public meeting on the issue of the operations of the branch libraries on December 2, 2002.

The Board agreed to schedule a meeting with the Youth Commission early next year to receive an update of their activities and to discuss how the Board can better support their efforts.

The Board requested an update from the Solid Waste and Recycling Advisory Committee on the concept of "Pay as You Throw."

The Board requested a list of Town-owned vacant parcels for the Board to consider for potential sale by the Town.

The Board requested an update of the status of the Uplands tax legislation.

Dr. Solomon indicated his desire to work with Town staff to encourage the placement of all Town committees', boards', and commissions' minutes on the Town's website.

Action By Consent

Application for License and Permit - Renewals

Junk Dealer's License

Vladimir Arvstamyam d/b/a Design Jewelry by GVS, 501 Common Street

The Board reviewed the above license.

The Board moved: to approve the renewal of the Junk Dealer's License for Vladimir

Arvstamyam d/b/a Design Jewelry by GVS, 501 Common Street.

The motion passed unanimously (3-0).

Action by Writing

Report from the Police Department re: Crosswalk on Cross Street at Lake Street

The Board reviewed a report from the Police Department regarding a crosswalk on Cross Street at Lake Street.

The Board moved: to approve the recommendation of the Police Department to install a crosswalk on Cross Street at Lake Street.

The motion passed unanimously (3-0).

Report from Highway Superintendent re: Sidewalk on Corner of Sycamore and Davis Streets

The Board reviewed a memorandum from the Highway Superintendent regarding the sidewalk on the corner of Sycamore and Davis Streets.

The Board moved: to approve the recommendation of the Highway Department to temporarily smooth the surface until a more permanent repair can be accomplished.

The motion passed unanimously (3-0).

Request from the Office of Community Development re: Cooperative Housing Rehab Grant Application with Town of Watertown

The Board reviewed a request from the Office of Community Development requesting approval to apply for a cooperative housing rehabilitation grant with the Town of Watertown.

The Board moved: to approve the Town's application for a cooperative housing rehabilitation grant with the Town of Watertown.

The motion passed unanimously (3-0).

Request from Resident re: Tree Maintenance at Beech Street/Maple Street

The Board reviewed a request from a resident regarding tree maintenance at Beech Street/Maple Street.

The Board moved: to refer this matter to the Highway Department for its review and recommendation.

The motion passed unanimously (3-0).

Letter from Superintendent, Minuteman Vocational School District re: Use of FY 2003 Chapter 70 Aid

The Board reviewed a letter from the Superintendent of Minuteman Vocational School District regarding use of FY 2003 Chapter 70 Aid.

The Board moved: to support the use of \$8,650 in additional FY 2003 Chapter 70 Aid by the Minuteman Vocational School District.

The motion passed unanimously (3-0).

Correspondence from Senior Planner re: Replacement Parking—Town Hall Complex

The Board reviewed correspondence from the Senior Planner regarding replacement parking needed to accommodate renovations on the Town Hall complex.

Mr. Brownsberger spoke of existing parking in the vicinity of the Town Hall Complex that can be used for the duration of the renovations of the Town Hall Complex. The Board agreed that the existing parking in the rear of the Light Department and on-street parking available along Concord Avenue and on Royal Road is sufficient to replace the spaces that will be lost in the Town Hall parking lot.

The Board requested that the Town Administrator provide notice to the residents of Royal Road of their decision to utilize an area of parking on Royal Road during the Town Hall Complex renovations and invite them to attend an upcoming meeting of the Board of Selectmen to express any concerns or comments.

Request of Fire Chief re: Award of Bid for Fire Pump Truck

The Board reviewed a memorandum from the Fire Chief regarding the award of the bid for the Fire Pumper Truck.

The Board moved: to approve and sign the award to purchase a fire pumper truck from Greenwood Fire Apparatus Inc. at a cost of \$302,000.

The motion passed unanimously (3-0).

The Board executed the contract for this purpose.

Request from Business Owner re: Directional Sign on Municipal Utility Pole

The Board reviewed a letter from a business owner regarding placing a directional sign on a municipal utility pole.

Mrs. Mahoney expressed some concern over the policy implications and precedent of this matter.

The Board deferred action on this matter until further review can be completed.

Letter from Resident re: Traffic Safety on Davis Street

The Board reviewed a letter from a resident regarding traffic safety on Davis Street.

The Board moved: to refer this request to the Traffic Advisory Committee and to Sergeant Hamilton in the Police Department for review and recommendation.

The motion passed unanimously (3-0).

Approval of Meeting Minutes of August 26, 2002

The Board reviewed the minutes of Selectmen's meeting of August 26, 2002.

The Board moved: to approve the minutes of the Board of Selectmen meeting of August 26, 2002.

The motion passed unanimously (3-0).

Other

Mr. Brownsberger acknowledged the Town's receipt of a grant application award for repair of a storm culvert for the Wellington Brook.

Mr. Brownsberger noted a letter from a resident with concerns relative to plans for a sidewalk along Trapelo Road in the vicinity of the Waverley Oaks Apartments. The Board requested a report from the Town Engineer relative to this letter.

Mr. Brownsberger noted a status report from BEMA and requested that it be placed on a future agenda for discussion.

The Town Administrator spoke to a resident relative to the installation of a "No Parking" sign on Trapelo Road. He indicated he would work with Town staff and the resident to resolve this matter.

Mrs. Mahoney inquired what the Town can do to better maintain the former Kendall School site. The Town Administrator indicated that he is working with both the Highway Superintendent and Manager of Buildings and Facilities to better maintain this site.

Mrs. Mahoney complimented the efforts of the Highway Department for the plantings and maintenance of the Town's deltas this summer.

The Town Administrator requested the Board's approval of a Chapter 81 funding certificate.

The Board moved: to approve the signing of authorization for the expenditure of Chapter 81 funding.

The motion passed unanimously (3-0).

Action by Appointment (Continued)

Discussion of Criminal Investigation (Executive Session)

The Board moved: to enter Executive Session for the purpose of discussing a criminal investigation. The Board will not return to open session.

The motion passed unanimously (3-0), by roll call vote.

Melvin A. Kleckner, Town Administrator

Clerk, Board of Selectmen